

29 October 1959

MEMORANDUM FOR: [REDACTED]

25X1A9A

SUBJECT: OBI Space Requirements in New Building

1. Recently there have been several informal proposals to OBI for significant reduction in the third floor space which had been laid out for the Editorial Division of OBI in accordance with the space requirements established by this Office. I understand that the latest such proposal was to give another Agency component the space formerly assigned to an OBI conference room on the north side of Wing 4, and to correspondingly reduce other Editorial Division space on the south side of the hall to include this second conference room.

2. I have again carefully reviewed OBI space requirements and conclude that the proposal mentioned is not acceptable. As you know, experience has demonstrated the need for both of these Editorial Division conference rooms, and for individual work tables as part of the equipment of our Editorial professionals; even with the second conference room retained across the corridor it will be most difficult to include the necessary complement of work tables in the space which had been assigned to Editorial Division on the south side of the corridor.

3. I suggest that it would be desirable for OBI to be currently furnished a large scale floor plan print, providing for the second conference room on the north side and for the full south side bloc as it stood around January, which can be used to make a detailed layout in terms of personnel, equipment, and interior partition placement.

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25X1A9A [REDACTED], who has succeeded [REDACTED] as my Special Assistant, will be the OBI contact point for working level discussion of these aspects.

25X1A9A

X
[REDACTED]
Assistant Director
Basic Intelligence

25X1A9A

Distribution:

11/25/80

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25X1A9A DAD/BI: [REDACTED]